

JUST.I.S. Governance Council  
Minutes  
August 26, 2010

1. Co-Chair Eileen Hirst called the meeting to order at 10:12 a.m. Represented were the following departments: District Attorney's Office, Superior Court, Adult Probation Department, Sheriff's Department, Department on the Status of Women, the Public Defender's Office and the Police Department, and the Department of Technology. Absent were the Juvenile Probation Department, the Department of Emergency Management, and the Mayor's Office of Criminal Justice. There were no members of the public present.
2. The agenda was amended to correct the date of the meeting, and adopted by unanimous vote.
3. There were no meeting minutes to approve.
4. Executive Sponsor Update: In the absence of the Mayor's Office of Criminal Justice, there was no Executive Sponsor Update.
5. Technical Steering Committee Update: Walt Calcagno reported:
  - a. The Department of Technology continues to work with the Office of Contract Administration to procure Citrix support resources.
  - b. The Department of Technology continues to press forward to obtain permanent requisitions for JUST.I.S. support staff.
  - c. The Department of Technology has reorganized its applications group under Jon Walton.
  - d. The Oracle Insight Project is underway, with the next task for them being to look at BPEL code, which is expected to take place within a few weeks.
  - e. Paul Street Move Update: The CMS Management Committee is in discussion on steps to be taken to streamline network equipment and to minimize impact of necessary downtime. User meetings are being organized by the Department of Technology.
  - f. Time Served Report Update: Meeting to be scheduled upon return of Martha Knutzen (District Attorney's Office) and Bella Fudym (Adult Probation Department) in September.
6. The application of the Sheriff's Department to use Byrne grant funding for extending JMS capability to vehicles was proposed by Lt. Dave Hardy. Capt. Greg Yee (Police Department) moved approval, which was seconded by Chief Adult Probation Officer Wendy Still, and approved by unanimous vote of the Council.
7. Case Management System Updates:
  - a. Hub Project: Rob Castiglia (Department of Technology) reported that his team is experiencing some delays related to the test environment. All current support issues are known and workarounds in place.
  - b. Server Project: Rob Castiglia (Department of Technology) reported that efforts are underway to engage named resources to move forward.
  - c. District Attorney's Office: Martha Knutzen reported that they are experiencing challenges in printing subpoenas through multiple technologies, and getting great help from the Police Department. She has reprogrammed the Level II screens, with the help of the Police Department.
  - d. Public Defender's Office: Rene Manzo reported that he is engaged in a hub data review with his vendor. The first roll out will be a CMS overlay designed to improve acceptance by users and speed training.
  - e. Police Department: Capt. Greg Yee reported that Deputy Chief Denise Schmidt will head the Administrative Services Division. The Department has been in communication with their vendor relative to specific fixes for five outstanding issues. Capt. Yee is in discussion with the City Attorney's Office regarding a proposed contract amendment with the vendor. Roll out of first district station is scheduled by December 31.
  - f. Sheriff's Department: Lt. Dave Hardy reported that work continues on the upgrade to v.9 of the Jail Management System, which requires access to test environment and resolution of hub issues. V.9 will present a different user interface, so training will be required. V.9 will contain upgrades in visitation and inmate discipline modules. The inmate possessions module is complete.

g. Adult Probation Department: Chief Wendy Still presented information about a new case management system, COMPAS, which she is proposing to replace the existing Syscon system and asked that a more complete presentation be agendized for a future Governance Council meeting.

h. Superior Court: Gia Espinocilla reported that Michael Yuen has been named Executive Officer of the Superior Court.

8. New Business: See report of Adult Probation Department, item g., above.

9. The meeting was adjourned by unanimous vote.